



Governing Council
 Brittney Barreras, Chair
 Steven Cordova, Secretary
 Jessica Montoya, Member
 Lisa Krebs, Member
 Bernadette Friezte, Member

Governing Council AGENDA

Baylor Del Rosario, Executive Director
 Aida Homs-Rivera, Assistant Principal
 Maria Fidalgo, Business Manager
 2551 Karsten Court SE
 Albuquerque, NM 87102
 (505) 222-5642
 southvalleyprep.org

REGULAR MEETING NOTICE

Date: Wednesday, February 21, 2024 Regular Meeting @ 5:00pm
Location: Conference Room, 2551 Karsten Ct. SE, Albuquerque, NM 87102

*Date 2/20/24
 GC Chair Spina*

1. OPENING

- 1.1. **Call to Order.** Chair Brittney Barreras called the meeting to order at 5:06pm.
- 1.2. **Introduction of Guests.** Mary Beth Libbey introduced herself. Mary Beth is a prospective council member.
- 1.3. **Roll Call.** Present were: Brittney, Jessica, Steven, and Lisa. Absent were: Bernadette

2. OPEN PUBLIC COMMENTS No public comments.

3. APPROVAL OF AGENDA

- 3.1. Consider approval of today's agenda February 21, 2024. Lisa motioned to approve today's meeting agenda. Steven seconded. Unanimously passed.

4. APPROVAL OF MINUTES

- 4.1. Consider approval of minutes from December 13, 2023 meeting. Lisa motioned to approve the December 13, 2023 meeting minutes. Steven seconded. Unanimously passed.

5. EXECUTIVE DIRECTOR'S REPORT Baylor presented on his report which focused on facilities expansion.

6. ACTION ITEMS

- 6.1. Consider acceptance of Bernadette Friezte's resignation as council member. Lisa motioned to accept Bernadette's resignation. Steven's seconded. Unanimously passed. Steven said he would stay until a replacement is found for him.
- 6.2. Consider approval of new governing council member(s). Lisa motioned to approve Mary Beth's membership on the council and Steven seconded. Unanimously passed.
- 6.3. Consider appointment of two (2) council members to the finance committee and two (2) council members to the audit committee. Lisa motioned to have MaryBeth on the audit and finance committees, Lisa on the finance and facilities committee, and Brittney on the audit committee, and Jessica on the facilities committee. Steven seconded. Unanimously passed.
- 6.4. Consider approval of financial reports for December 2023 and January 2024. Steven motioned to table the consideration of approving financial reports from December 2023 through February 2024 along with BARs. Seconded by Lisa. Unanimously approved.
- 6.5. Consider approval of Budget Adjustment Requests (BARs). Steven motioned to table the consideration of approving financial reports from December 2023 through February 2024 along with BARs. Seconded by Lisa. Unanimously approved.

7. DISCUSSION ITEMS

- 7.1. **Required annual trainings for council members.** Governing council trainings are available through the NMPED's Charter School Division. Ten (10) total for the year is required for new members seven (7) of which is through Canvas. Please contact the Charter Schools Division (see below) to register yourself for classes.

Please notify the executive director by 10:00am on the day of the meeting via email at baylor.delrosario@southvalleyprep.org if you would like to speak during the Open Public Comments section of the meeting.

Statement of Non-Discrimination

South Valley Preparatory School does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services. Persons requiring special accommodations should contact the administrative office at (505) 222-5642 at least 24 hours prior to the meeting.

Additional Information

Regular monthly meetings @ 5:00pm on the 4th Wednesday of every month on South Valley Prep campus in the conference room unless advertised otherwise.
Finance Committee – Brittney Barreras, Baylor Del Rosario, Maria Fidalgo / **Facilities Committee** – Maria Fidalgo Baylor Del Rosario / **Policy Committee** – Steven Cordova, Baylor Del Rosario / **Audit Committee** – Steven Cordova, Nina Noriega, Maria Fidalgo, Baylor Del Rosario

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Email charter.schools@ped.nm.gov at least 48 hours in advanced of a known training to register in Canvas or to take a training via Zoom.

7.2. **Next meeting.** The next regular meeting will be March 20, 2024.

8. **ADJOURN** Meeting adjourned at 6:07pm

Free Required GC Trainings Offered Through NMPED. Please contact: Charter.Schools@ped.nm.gov for more information including registering for courses.

February 2024		
Thursday 22 nd	3 pm – 5 pm	Academic Understanding

March 2024		
Wednesday 6 th	4:30 pm – 5:30 pm	Fiscal #1
Saturday 9 th	10 am – 1 pm	Academic Understanding
Tuesday 19 th	11 am – 1 pm	11 am Ethics & Responsibilities 12 pm Equity & Culturally & Linguistically Respons:
Thursday 21 st	3 pm – 5 pm	Fiscal #2 & Fiscal #3
Wednesday 27 th	4 pm – 5 pm	Open Governance, Legal & Organizational Performa Requirements

April 2024		
Start of the fourth quarter of the fiscal year!		
Try not to designate new members until July 1		
Wednesday 3 rd	4:30 pm – 5:30 pm	Open Governance, Legal & Organizational Performa Requirements
Saturday 6 th	10 am – 1 pm	10 am Equity & Culturally & Linguistically Responsi 11 am Academic Understanding
Tuesday 9 th	12 pm – 1 pm	Ethics & Responsibilities

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Thursday 11 th	3 pm – 4 pm	Fiscal 1
Wednesday 17 th	3:00 pm – 4:00 pm	Open Governance, Legal & Organizational Performance Requirements
Tuesday 30 th	11 am – 1 pm	11 am Fiscal #2 12 pm Fiscal #3

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STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

South Valley Preparatory School

We, the undersigned, make up the governing body of the ~~insert name of school~~, located in Albuquerque, New Mexico.

In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of [insert name of school]'s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed "Affidavit of Financial Custodian" must be submitted.

We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.

South Valley Preparatory School

THE FOLLOWING MEMBERS OF THE ~~INSERT NAME OF SCHOOL~~ GIVE THE FOREGOING STATEMENT THIS ~~DAY~~ DAY OF ~~January~~, 202~~4~~ 2024

21 FEBRUARY

1. Mary Beth Libbey
[signature]
Mary Beth Libbey
[print]

2. _____
[signature]

[print]

3. _____
[signature]

[print]

4. _____
[signature]

[print]

5. _____
[signature]

[print]

Attach additional pages if membership exceeds five.